

EVENT FINANCIAL STATEMENT

**Send Original to VMEA Treasurer for Every Event
1627 Trailridge Rd – Charlottesville, VA 22903**

This form must be used for All VMEA/VBODA,VCDA, VEMEA -sponsored events

Code:

- § = Send fees and/or surplus to VMEA Treasurer
- ¤ = Send fees and/or surplus to VCDA Treasurer (except non-member fees go to VMEA Treas.)
- € = Send fees and/or surplus to VBODA Treasurer (except non-member fees go to VMEA Treas.)
- } = Balance sent to host of event (except non-member fees to VMEA Treas.)
- = Send \$.15 festival fees to VMEA Treasurer
- ¥ = Send fees and/or surplus to VEMEA Treasurer

1. Choral Events

- } All District Chorus Auditions Jr HS Sr HS Combined Jr HS Sr HS Combined
- ¤ All-District Chorus Jr HS Sr HS Combined Jr HS Sr HS Combined
- ¤ All-Virginia Chorus Auditions
- ¤ All-Virginia Chorus
- § District Festival Jr HS Sr HS Combined Jr HS Sr HS Combined
- § District Solo and Ensemble Jr HS Sr HS Combined Jr HS Sr HS Combined

2. Instrumental Events

- } All-District Band Auditions Jr HS Sr HS Combined
- € All-District Band Jr HS Sr HS Combined
- } All-Regional or District Orchestra Auditions
Participating Districts _____ Jr HS Sr HS Combined
- € All-Regional Orchestra
Participating Districts _____ Jr HS Sr HS Combined
- } All-VA Band and Orchestra Auditions Jr HS Sr HS Combined
- € All-Virginia Band and Orchestra
- § District Band Festival Includes Orchestra Jr HS Sr HS Combined
- § District/Regional Orchestra Festival
Participating Districts _____ Jr HS Sr HS Combined
- § District Solo and Ensemble Festival Jr HS Sr HS Combined
- € Marching Band Festival NWest East NEast SEast West Central
- § (○) Stage/Jazz Band Festival (Note if group fee is used do not send per student fee)

3. Elementary Events

- ¥ District Elementary Workshops ¥ All-VA Elementary Chorus

4. VMEA District _____ **Date of Event** _____ **Date of Financial Statement** _____

Event Chair _____ **Home Phone (_____)** _____

Chair's School _____ **School Phone (_____)** _____

School Mailing Address _____

Email _____

Event Host _____ **(City) (Zip)** _____
Home Phone (_____) _____

Host's School _____ **School Phone (_____)** _____

Host's Mailing Address _____

Email _____ **(City and Zip)** _____

5. Summary

5A. Total Income (from number 8 – page 2) (5A) \$ _____

5B. Total Expenses (from number 9 – page 3)....(should equal sum of 5C,5D, & 5E).... (5B) \$ _____

5C. VMEA Fees Subtotal (\$.15 per student) (from 9A – page 3) (5C) \$ _____
(send to VMEA treasurer)

5D. Services Expenses Subtotal (from 9B – page 3) (5D) \$ _____

5E. Operating Expenses Subtotal (from 9C – page 3) (5E) \$ _____

Balance (send to VMEA, VBODA, VCDA, or VEMEA Treasurer as indicated on page 1)..... \$ _____

Deficit (See Event Manual No. 19 on page 10) (\$ _____)

Be sure to include ALL supporting paperwork including the bookkeeper's Zero balance ledger



6. Signatures

Event Chair

School Administrator or Finance Officer

7. Participation

_____ Number of Separate Schools Participating in this event _____ Number of Individual students participating

_____ Number of different groups participating (Festival Only) _____ In how many sites did this event occur?

_____ Number of Teachers Participating in Elementary Workshop

8. Income

Solo and Ensemble Festivals Only

_____ Solos @.....\$ _____ each \$ _____

_____ Duet members @.....\$ _____ each \$ _____

_____ Ensemble members @.....\$ _____ each \$ _____

Other Events

_____ Students @.....\$ _____ each \$ _____

_____ Choirs, Bands, Orchestras @ \$ _____ each \$ _____
(Include Stage/Jazz, Marching)

_____ Elementary Workshop Teachers@. \$ _____ each \$ _____

Balance Received from Auditions \$ _____

Meal Money \$ _____

Tapes and/or Recordings \$ _____

Exhibitor Fees \$ _____

_____ Non-Member Fees @ \$94.00 Each \$ _____

Other Income (List) _____ \$ _____

_____ \$ _____

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Total Income \$ _____
(Enter Amount in Summary 5A-Above)

